











CSBG Recovery Act Local Plan Checklist

The CSBG Recovery Act Local Plan must meet specific requirements as defined by law, and described in detail in this package. Once the CSBG Recovery Act Local Plan is completed, submit to CSD no later than **May 11, 2009 at 5:00 p.m.** (Refer to submittal requirements under the general overview)

The following is a check list of the components to be included in the CSBG Recovery Act Local Plan your agency submits to CSD:

-  *Section I – Agency Information*
-  *Section II – Certification*
-  *Section III – Data Universal Numbering System (DUNS) Number*
-  *Section IV – Central Contractor Registration (CCR)*
-  *Section V – Verification of Public Inspection*
-  *Section VI – General Plan*
-  *Section VII – Energy Coordination*
-  *Section VIII – Workforce Development Projects and Activities*
-  *Section IX – Required Disclosures*
-  *Section X – Barriers*

CSBG Recovery Act Local Plan

Please refer to your instructions prior to completing the Community Services Block Grant (CSBG) Recovery Act Local Plan.

Submit To:

Department of Community Services and Development
Attention: Community Services Division
P.O. Box 1947
Sacramento, CA 95812-1947

Section I - Agency Information

Agency Proteus, Inc.
Address 1830 N. Dinuba Blvd.
City Visalia, CA 93291

Agency Contact Person Regarding CSBG Recovery Act Local Plan

Contact Person Erica Mireles
Title Program Development Associate
Phone 559 733-5423
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Section II - Certification

- ☒ 1 As a part of the efforts to ensure transparency and accountability, the Recovery Act requires Federal agencies and grantees to track and report separately on expenditures from funds made available through the stimulus bill. Please check to acknowledge that your agency is aware of this requirement and has the capacity to track CSBG Recovery Act program activities and expenditures separately from all other CSBG or other funding, including activities and expenditures carried out by delegate agencies and other service providers supported by subcontracts under Recovery Act funding.

The undersigned hereby certify that this agency complies with the requirements of this CSBG Recovery Act Local Plan and the information in this plan is correct and authorized.

Board Chair

Executive Director

5/8/09

Date

5/11/09

Date

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Section III - DUNS Number

Provide your agency's Data Universal Numbering System (DUNS) number. If your agency has not registered, do so and provide the number below.

DUNS Number 145727889

Section IV - CCR Number

Provide your agency's Central Contractor Registration (CCR) number. If your agency has not registered, do so and provide the number below.

CCR Number 3SBA0

Section V - Verification of Public Inspection

Provide verification of public inspection of your agency's CSBG Recovery Act Local Plan. Documentation of public inspection must also be provided, (i.e. copy of web page, e-mail blasts, etc.)

A) Describe how your agency made this Local Plan available for public inspection.

Proteus made this Recovery Act Local Plan available to the public through:

- The plan will be linked to at the Proteus website proteusinc.org. (see attachment at end of document)
- It will be part of outreach done in promoting and recruiting for Proteus programs
- It will be part of the community forums and public hearing scheduled this month of May as part of the 2010 CSBG Local Plan process
- It will be made available at all Proteus offices

Section VI - General Plans

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

A) Provide a description of Recovery Act projects for purposes of creating and sustaining economic growth and employment opportunities. Include a description of targeted individuals and families; services and activities; and how the services and activities are tailored to the specific needs of the community.

California's Central Valley is considered one of the most important agricultural regions in the nation. Nonetheless, today's economy places extraordinary challenges on unemployed and economically disadvantaged individuals. Of special concern are those most vulnerable due to poverty, which in the region are mostly migrant and seasonal farm workers and their families. With the assistance from the Recovery Act, Proteus intends to develop and implement a number of projects designed to create and help sustain economic growth and employment opportunities for the migrant and farm worker communities. Among the projects proposed are the following:

- Developing and initiating new vocational classes that will provide the skills and occupations in demand, including jobs in green and alternative energy.
- Set up and deliver comprehensive workforce development services for those affected by the recession especially migrant and seasonal farm workers as well as their families.
- Set up and deliver educational classes that would promote civic development and civic engagement.
- Directly support job creation through placement of unemployed, low-income individuals in work experience positions.
- Promote energy savings and efficiency through a mobile green center that will reach both large and small communities and make available information on alternative and emerging energy technology.
- With the assistance of partners who are experts in certain fields, provide activities to small businesses and employers to prevent any further job losses and create new ones through increased investments. These projects proposed target unemployed and economically disadvantaged individuals in rural communities with priority for migrant and seasonal farmworkers and their families. Geographic areas served are Tulare, Kings, Kern, and Fresno counties. The targeted communities include but are not limited to: Visalia, Fresno, Hanford, Tulare, Armona, Kettleman City, Porterville, Dinuba, Exeter, Farmersville, Lindsay, Terra Bella, Strathmore, Pixley, Cutler-Orosi, Selma, Sanger, Reedley, Ducor, Kernan, Mendota, Huron, Firebaugh, Orange Cove, Lost Hills, Wasco, Buttonwillow, McFarland, Delano, and Shafter. According to California's Rural Policy Task Force, it reports that over 25% of employment in the San Joaquin valley is directly or indirectly derived from agriculture. The specific needs of the communities are the basis for proposing the projects. Needs assessment, input from staff who work in those communities, suggestions from other agencies such as chambers of commerce all played a role in developing the concepts for projects. Our long history of serving these communities and special populations in need provides us insight and knowledge on what may work well as a rapid response to the present economic recovery efforts.

B) Provide a description of the service delivery system for Recovery Act projects for purposes of providing a wide range of innovative services and activities. Include a description of the geographical area served.

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The CSBG Recovery Act Funds Project will support and expand an existing service delivery system that incorporates leveraging, partnerships and, to the extent possible, participant co-enrollment to maximize services. Those who will be co-enrolled with this program are participants from programs including the National Farmworker Jobs Program (NFJP), Community Service Block Grant program, Dislocated Worker Program, and other Workforce Investment Act formula funded programs to achieve program goals and objectives. We estimate that by the completion of the CSBG Recovery Act Funds program, Proteus would have reached a couple of thousands of individuals, comprised mostly of rural residents with the majority receiving a variety of services. It is also estimated that at least 791 jobs would have been created, 178 would have been retained. This will be made possible through about twenty different projects. Our plan is to hire a number new staff and the skills and expertise of existing staff to deliver and achieve project goals and objectives.

The program area – Tulare, Kings, Kern and Fresno counties – is the most agriculturally rich area in the nation, with Tulare and Fresno being the top producing agricultural counties, taking in over \$10.4 billion revenues annually. It is an area highly dependent on agriculture and government to provide jobs. Overall, there is a lack of employment diversity in the area. Recent research on the economic health of the region show that there is consensus that the general economic growth and development in the Valley as a whole, from 1999-2004, has not significantly changed much of the basic economic distress of the region. Despite an increase in income over that period, the region may have lost ground because incomes in the state grew faster than they did in the Valley. Between 1997 and 2002, the Valley's per capita income grew by 19% while the state's per capita income rose 25%. Still, while agriculture remains the most significant socioeconomic feature of the valley, it is undergoing changes. These changes imply that over the next 20 years a more diversified economic base will be necessary to support the region's growth.

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C) Describe how your agency will use Recovery Act funds to meet the short-term and long-term economic and employment needs of individuals, families and communities.

The projects we will implement will meet both the short-term and long-term economic and employment needs of individuals, families and communities in our program area. Short-term needs intended to be addressed include providing emergency services, placement in work experience, employer based skills training, public service employment, employer workshops, energy efficiency assessments, short term youth employment and other services. Long-term needs will be addressed through projects such as vocational education, specialized projects to serve women seeking nontraditional employment, agricultural worker stabilization, services to those impacted by the drought and support for partners to stimulate local economic growth.

D) Provide a description of how linkages will be developed to fill identified gaps in services, through the provision of information, referrals, case management and follow up consultations.

Over the years, Proteus has been able to establish strong working relationships with other community service providers to help enhance and sustain services for those we serve. Many of these partners include schools, local workforce connection groups, social service organizations, employment agencies, local non-profits, as well and other entities. Collaborative work avoids duplication and allows providers to leverage resources. We currently have over 50 different Memorandum of Understanding with many different providers in the four county service area. These partners a bring resources to existing programs to help meet customer needs. We plan to use these resources for this economic recovery project to further expand the reach into the rural communities and help achieve project goals. We use a comprehensive electronic tracking system that captures information necessary to provide different programs. It is a valuable tool for referrals and case management. It can work with other systems used by other organizations. Based on gaps in services, we plan to further expand linkages to address these needs. If sharing the case management of participants is a better way to serve their needs, then we will be open to the idea and work towards system changes to improve service delivery.

E) Provide a description of how Recovery funds will be coordinated with other public and private resources, to avoid duplication and/or supplanting.

Proteus intends to coordinate the recovery funds with local community partners to avoid service duplication and/or supplanting. To avoid service duplication/supplanting, Proteus will complete the following activities:

- ☐ Communicate project goals and objectives with community partners: city governments, churches, school districts, community based organizations, faith-based organizations, and county, state, and federal agencies and/or officials.
- ☐ Establish service agreements and/or Memorandums of Understanding with other community organizations in order to leverage services and avoid service duplication.
- ☐ Establish community forums within the target delivery service area to obtain public responses on
 - 1) Proteus service delivery system,
 - 2) available partner services,
 - 3) identify and capture service delivery gaps, and
 - 4) identify service needs and/or deficiencies

Intensive efforts will be made by Proteus to deliver services into communities where both public and private resources are limited or non existent.

F) Provide a description of how the funds will be used to support innovative community and neighborhood based initiatives related to the purposes of the Recovery Act, which promotes food, housing, health services and employment-related services and activities.

The close to twenty new projects Proteus is proposing covers a wide breadth of local initiatives that will benefit those who most feel the effects of the current deep economic recession. Programs are specifically targeted to serve those who reside in rural communities and depend on agriculture for their livelihood. Community projects such as support for local chambers of commerce and economic development corporations provide the balance to job creation and retention. The program's goal is to immediately assist those out of work and unable to meet their needs and also to improve the economic climate in the communities so that businesses become better equipped in running their businesses. Our plan calls for starting vocational classes in demand occupations, offer child care services for those enrolled in classes, target training to special populations including those affected by the drought, at-risk youth, energy savings activities, agricultural workers who wish to remain in agriculture and other new and innovative community projects.

G) Provide a description of the community-needs assessment (which may be coordinated with community-needs assessments conducted for other programs).

Staying aware of the conditions in the communities we provide services in is important to remain effective. We rely on various ways to determine the needs of residents and the community as a whole. Public hearings and community forums are held during the CSBG planning process. Input provided by residents during these meetings form a basis for planning the CSBG program. Focus groups specific to projects and data needs are also held as needed to gauge participant views and preferences. Staff are encouraged to stay involved in their communities through volunteerism, participating in events, take leadership roles and staying in touch with residents. All are encouraged as well to share with other staff their knowledge and observations on recent events and changes. In pursuing and implementing programs, research is conducted to weigh program viability and relevance. The research process often involves needs assessment of the community as well as how programs might be developed to meet these needs. Our strategic planning process includes a comprehensive SWOT (strengths, weaknesses, opportunities and threats) of both our internal capacity and the outside environment. The process is conducted to help us better understand the needs and the dynamics in our target communities and how we can better meet those needs.

H) Provide a description of the service delivery system for benefit enrollment coordination activities for purposes of identifying and enrolling eligible individuals and families in Federal, State, and local benefit programs. Include a description of the geographical area served and a listing of sub-grantees provided the services and service areas.

During participant orientations, participants are provided information on all programs available through Proteus. The assessment and intake process reveals the barriers and needs to be met before an individual can successfully achieve self-sufficiency goals. As part of a "wraparound" approach to case management, resources at all levels – local, state, federal are "scanned" and as appropriate, participants are referred. Staff have established contacts and referral systems in place with agencies and service providers which helps facilitate enrollment into benefit programs.

The project service delivery area will include communities found in the counties of Fresno, Kings, Tulare, and Kern. The target communities include but are not limited to: Visalia, Fresno, Hanford, Tulare, Armona, Kettleman City, Porterville, Dinuba, Exeter, Farmersville, Lindsay, Terra Bella, Strathmore, Pixley, Cutler-Orosi, Selma, Sanger, Reedley, Ducor, Kerman, Mendota, Huron, Firebaugh, Orange Cove, Lost Hills, Wasco, Buttonwillow, McFarland, Delano, and Shafter.

We are proposing to subcontract relatively small projects to a number of providers in our area, these are: Tulare County Hispanic Chamber, Tulare County Economic Development Corporation, Kings County Hispanic Chamber, Fresno Area Hispanic Chamber and Kern County Hispanic Chamber. These subcontractors will help in connecting current and potential businesses, especially those in rural areas, to programs and services that can promote their viability and success.

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J) Describe your education and outreach projects to advertise and market the Recovery Act services and outcomes.

Proteus has a strong program outreach plan in place. It provides information on the various methods for effectively reaching rural and special populations. It also lists local media resources to promote programs. Materials are developed in both English and Spanish. As well as other languages as needed. Our participation in service networks will also help provide education and awareness of the program. Other forms of outreach will be used such as the marketing by Proteus' mostly bilingual staff. Participation in community events, advertising in various media, Proteus' company newsletter, newspaper, and radio as appropriate will also be utilized. Proteus' website offers an additional opportunity to access dislocated seasonal workers who already possess advanced skill-sets including computer and Internet use. As is currently the case, outreach materials, flyers, etc will be custom designed to appeal to potential customers in both English and Spanish.

Staff will also attend community events to meet and greet the members of the community and hand out outreach materials. Local Spanish television and radio programs will be tapped to promote the program by having staff appear on air and have question and answer sessions with callers. The Proteus Mobile Employment Centers, both a mobile resource room and classroom, will also help promote this program in the rural areas. They have computer workstations and a place for staff to conduct outreach.

Section VII - Energy Coordination

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

A) Describe how your agency has/will establish a mutual referral service agreement with your local energy provider to ensure that clients receive services that support their progress towards achieving self-sufficiency.

We have long standing working relationships with community action agencies in all the counties we serve. These agencies, for the most part, provide many types assistance to meet the energy needs of low-income residents.

Proteus subcontracts with major utility companies including Southern California Edison, The Gas Company, and Pacific Gas and Electric. These contracts help clients meet their energy needs and thus promote their self-sufficiency. We use these resources to benefit all clients who come through Proteus, if they are eligible. Our programs provided through these contracts are:

The Energy Management Assistance - This program provides services and measures such as refrigerators, cooling systems and light bulbs that are designed to help low-income households conserve energy and reduce their electricity costs. SCE pays all the cost of purchasing and installing the measures, which are free to eligible customers.

Cooling Measures - A qualified customer who has a working refrigerated air conditioning unit may receive one of the following: A replacement energy-efficient window or wall air conditions, or An energy-efficient evaporative cooler (also called a "swamp cooler")

Appliance Measures - A qualified customer who has a working electric refrigerator that is 10 or more years old may receive a free replacement that will use much less energy than the old model. SCE also takes the old refrigerator away for proper disposal and recycling at no charge to the customer.

Other Measures - Compact fluorescent light bulbs (CFLs), which use up to 70% less energy than ordinary incandescent bulbs and last 7 to 8 times longer. Replacement outdoor fixtures with CFLs may also be provided. Free weatherization services, where SCE makes repairs and improvements that help keep a home warm in the winter and cool in the summer.

The Gas Company - The Gas Company offer's no-cost weatherization and furnace repair or replacement services for qualified limited-income customers. Services include - Ceiling insulation, Door weather-stripping, Caulking, Low flow shower heads, Water heater blankets, Evaporative cooler covers and A/C covers, Switch and outlet gaskets and covers, Pipe insulation, Faucet aerators, Minor repairs to exterior doors and/or windows, Energy Education, Furnace repair or replacement services homeowners only)

Energy Partners Program - The Energy Partners Program provides qualified low-income customers free weatherization measures and energy-efficient appliances to reduce gas and electricity usage. Weatherization measures could include caulking, weather stripping, installation of showerheads, compact fluorescent lamps, and attic insulation. Free energy-efficient appliances could include refrigerators and air conditioners.

Lifeline Telephone Program - This program saves customers 50% on local home phone service from the carrier of their choice. That's \$6 or less each month. To qualify, customers must meet the income guidelines.

B) Describe the activities your agency will conduct to actively coordinate with the local energy program in employment training and job placement of clients.

As described above, CSBG services, which will include these recovery funds, are coordinated with many of the providers that address self-sufficiency services. In all four counties, we have well established relationships with Community Action Agencies who for the most part are major energy program providers. In addition Proteus has a separate Energy division that specializes in contracting with major public utility companies to provide various energy assistance programs directly to homes and communities. For the purpose of being even more proactive in the area of coordinating local energy initiatives with that of training, employment and job placement of clients, we will work closely with community action agencies to go beyond information sharing and mutual referrals. We will work to expand the relationship to include, as appropriate, program development that take advantage of opportunities in green and alternative energy jobs as well as stepping up efforts to bring start-up energy businesses in the region.

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Section VIII - Workforce Development Projects and Activities

In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be administered by your agency. For each project or activity, include the following: title, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.

A.1) Project/Activity #1

Title	Solar Vocational Program
Cost	\$296,101
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 80 <input type="checkbox"/> Retained #
Description	Six week training and preparation for Tulare County students to work in the growing Renewable Energy industry. Students will gain the basic skills necessary to become a PV solar panel installer and obtain employment.

A.2) Project/Activity #2

Title	Truck Driving Training Project
Cost	\$175,608
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 54 <input type="checkbox"/> Retained #
Description	This project would train and prepare students to pass the State and Federal test to be licensed California Class A truck and trailer drive. Truck driving is an occupation in high demand, especially for the Fresno, Kern, Kings and Tulare counties throughout 2006-16.

A.3) Project/Activity #3

Title	ESL/GED Child Care Services
Cost	\$41,032
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 3 <input type="checkbox"/> Retained #
Description	Proteus will provide Child Care services to ESL/GED participants in 3 of the seservice locations (Dinuba , Handford, and Porterville) 3 hours per day 4 days a week. Lack of Child care services often becomes a barrier for class attendance; limiting English language skill acquisition, GED certification and workplace advancement .

A.4) Project/Activity #4

Title	Training Assistance and Emergency Services
Cost	\$116,000
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 250 <input type="checkbox"/> Retained #
Description	Most who are barely able to meet their basic needs due to unemployment or low paying wages are even more at-risk with the current sharp downturn of the economy. It is important for community services programs aimed at stimulating job creation and retention to likewise heed the needs of individuals and families for assistance in times of crisis and increasing pressure on their limited resources. Emergency assistance will meet immediate needs as well as give individuals a better chance to pursue training and job opportunities. The types of emergency assistance provided include nutrition, temporary shelter, rent subsidy, health care, energy assistance, transportation assistance and participant travel allowance.

A.5) Project/Activity #5

Title	Assistance to Drought Impacted Farm Workers
Cost	\$424,555
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 120 <input type="checkbox"/> Retained #
Description	This project will target 120 dislocated agriculture workers in the rural drought impacted West Fresno communities which present higher rates of poverty and unemployment in comparison with the state average. It will train and place program participants into unsubsidized employment to create sustainability and self-sufficiency.

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A.6) Project/Activity #6	
Title	Agricultural Worker Stabilization
Cost	\$535,305
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 3 <input checked="" type="checkbox"/> Retained # 125
Description	This project would provide training, workshops, seminars, additional agricultural skills and/or other employment services for seasonal farm workers who decide to stay in the agricultural sector, creating year-round employment and job stability.
A.7) Project/Activity #7	
Title	Nontraditional Jobs and Job training for Farm Working Women
Cost	\$146,338
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 37 <input type="checkbox"/> Retained #
Description	This project will focus on providing women with opportunities to obtain nontraditional jobs. Services include career planning, supportive services, educational counseling, and occupational skills training so they can attain a nontraditional job such as truck driver, machinist, assembler, welder, and industrial truck operator.
A.8) Project/Activity #8	
Title	Farmworker Youth Services
Cost	\$133,666
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 32 <input type="checkbox"/> Retained #
Description	The project will target Out-of-School farmworker youth between the ages of 18-24 years of age. The component will offer services such as job readiness workshop, career planning, educational counseling, work experience, occupational skills training, and soft skills. This program will serve 30 youth.
A.9) Project/Activity #9	
Title	Step Up Youth Project
Cost	\$142,039
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 62 <input type="checkbox"/> Retained #
Description	Provides at risk youth with activities such as employer-based skills training opportunities, recreational opportunities, and other activities to involve them in the community. Activities are aimed to give youth positive outlet to gang activity. Participants are recruited to the program through schools, law enforcement, and youth center staff. Youth participating in employer-based skills training are provided with a stipend of \$5.00 per hour up to (8) eight hours per week.
A.10) Project/Activity #10	
Title	Assessor/Installer Energy Project
Cost	\$240,170
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 31 <input type="checkbox"/> Retained #
Description	This project would provide the funds to hire Energy Assessors and Installers. This project will offset the high labor costs of employing Energy Assessors and Installers. The positions will be open to individuals from the counties of Tulare, Kings, Kern, and Fresno. They would outreach and serve communities in all four counties. The creation of these jobs will allow individuals to develop new occupational and technical skills, producing more energy savings for families and a more energy efficient community.
A.11) Project/Activity #11	
Title	Efficient Energy Ceiling Fan Project
Cost	\$96,497
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 3 <input type="checkbox"/> Retained #
Description	This project will create two installer positions and one office staff position. Neither of these requires any experience due to the training we will provide. These employees will gain work experience, a higher level of skills, and a competitive edge in the job market. The Project will offer CSBG customers the installation of ceiling fans at no cost to CSBG costumers in all four counties. It will provide alternative cooling in their homes and help reduce energy consumptin and costs.This project will be an additional service offered by Proteus and it is needed to help CSBG customers and the community to "Go Green" while saving money.

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A.12) Project/Activity #12

Title	Kern County Work Experience Project
Cost	\$459,960
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 52 <input type="checkbox"/> Retained #
Description	The project will support the areas of McFarland-Shafter-Wasco and the Arvin-Lamont, areas with the highest unemployment rates in Kern County, with a subsidized employment component to support their infrastructure development (low income home improvement, energy efficiency, water works, etc.) It would place area residents in subsidized work and give them work skills that may lead to permanent unsubsidized employment in public/private sector.

A.13) Project/Activity #13

Title	Green Energy Mobile unit
Cost	\$232,500
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 1 <input type="checkbox"/> Retained #
Description	The Green Mobile Center would act as a hub for energy-efficiency education and outreach, appliance replacement programs and establish "green learning laboratories" that will be used to train and place low-income individuals into high-growth jobs. It will reach low income communities and serve as a conduit for connecting the low income community with the green movement.

A.14) Project/Activity #14

Title	Operational Support for Recovery Project
Cost	\$59,673
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 1 <input type="checkbox"/> Retained #
Description	One new staff is proposed to be hired for this program. With the complexity and the wide extent of the projects proposed, a dedicated staff reporting to upper management is needed to assure that there is "centralized" point of contact and that there is feedback mechanism among all the projects. The staff will report to the Chief Operations Officer.

A.15) Project/Activity #15

Title	Administrative Costs
Cost	\$ 299,538 (8.5%)
Est. # of Jobs	<input type="checkbox"/> Created # <input checked="" type="checkbox"/> Retained #
Description	This project would address the necessary funds for administrative project implementation and administrative cost such as human resources, payroll, monitoring, reporting, and management can be tracked proportionately to administrative work required; more complex activities needing relatively more support.

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In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be carried out by a delegate agency or other service provider pursuant to a subcontract with Recovery Act funds. For each project or activity include the following: title, subcontractor name, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.

B.1) Subcontractor Project/Activity #1

Title	Small Business Venture for Tulare County
Subcontractor	Tulare County Hispanic Chamber of Commerce
Cost	\$25,000
Est. # of Jobs	<input type="checkbox"/> Created # <input checked="" type="checkbox"/> Retained # 10
Description	Support for a 10-13 week business course program for Tulare County business owners. Classes include: Planning, Research, Organization, Management, Marketing, Books, Records, Financial Planning, Budgeting, Developing and Using Cash Flow. Classes will focus on GROWTH strategies and each session will feature local professionals as guest speakers – people who help because they have done it. Experts in their field will provide guidance and awareness of business services. During the workshop, business owners and managers will learn about important strategies to consider in their business operations.

B.2) Subcontractor Project/Activity #2

Title	Small Business Venture for Kings County
Subcontractor	Kings County Hispanic Chamber of Commerce
Cost	\$25,000
Est. # of Jobs	<input type="checkbox"/> Created # <input checked="" type="checkbox"/> Retained # 10
Description	Support for a 10-13 week business course program for Kings County business owners. Classes include: Planning, Research, Organization, Management, Marketing, Books, Records, Financial Planning, Budgeting, Developing and Using Cash Flow. Classes will focus on GROWTH strategies and each session will feature local professionals as guest speakers – people who help because they have done it. Experts in their field will provide guidance and awareness of business services. During the workshop, business owners and managers will learn about important strategies to consider in their business operations.

B.3) Subcontractor Project/Activity #3

Title	Fresno Rural Community Small and Emerging Business Assistance Project
Subcontractor	Fresno Area Hispanic Chamber of Commerce
Cost	\$25,000
Est. # of Jobs	<input type="checkbox"/> Created # <input checked="" type="checkbox"/> Retained # 10
Description	To help small and emerging rural business enterprises in three isolated rural communities in Fresno County: Firebaugh, Mendota and Parlier. Activities will fall under two main categories: technical assistance (TA) and capital access through FAHCC's Micro Loan Program. A Project Coordinator will conduct monthly workshops and one-on-one technical assistance to small and emerging businesses on topics that include business plan development, tax structure, legal compliance, business leases and licenses, accounting basics/financial education, business law basics, human resources, insurance, business marketing and customer relations, and business banking.

B.4) Subcontractor Project/Activity #4

Title	Small Business Venture for Kern County
Subcontractor	Kern Co. Hispanic Chamber of Commerce
Cost	\$25,000
Est. # of Jobs	<input type="checkbox"/> Created # <input checked="" type="checkbox"/> Retained # 10
Description	Support for a 10-13 week business course program for Kern County business owners. Classes include: Planning, Research, Organization, Management, Marketing, Books, Records, Financial Planning, Budgeting, Developing and Using Cash Flow. Classes will focus on GROWTH strategies and each session will feature local professionals as guest speakers – people who help because they have done it. Experts in their field will provide guidance and awareness of business services. During the workshop, business owners and managers will learn about important strategies to consider in their business operations.

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B.5) Subcontractor Project/Activity #5

Title	Entrepreneurial and Technical Assistance Project
Subcontractor	T.C Economic Development Corp.
Cost	\$25,000
Est. # of Jobs	<input type="checkbox"/> Created # <input checked="" type="checkbox"/> Retained # 13
Description	The program would consist of 27 hours classroom, 13 hours mentoring and 10 hour technical training support for business start-up, including financial assistance as necessary. The idea is to provide an overview to emerging business with the steps necessary to take idea into a viable business. A feasibility analysis will be done and specific course of actions recommend.

B.6) If you specified any project/activity in B.1 – B.5, describe the process you will use to select the above subcontractor(s) to provide services funded in part or totally by the Recovery Act funds.

We have discussed with the above subcontractors their proposed plans to provide services to the business community with the goal of assisting businesses stay viable thereby retaining jobs or expand to grow the business, therefore creating jobs. Subcontractors are chambers of commerce and economic development corporations which are the groups with the skills and expertise to provide services we seek as part of this comprehensive recovery

In the section below list all projects or activities that will be funded in part or totally by Recovery Act funds, the applicable National Program Indicator (NPI) and a description of the project or activity.

C) Under the regular CSBG program, eligible entities use funds to provide services and activities addressing unemployment, education, better use of available income, housing nutrition, emergency services and/ or health to combat the central causes of poverty. Such services continue to be supportable under the CSBG Recovery Act. *In recognition of the intent of the Recovery Act, agencies are encouraged to support employment related services and activities that create and sustain economic growth.*

<i>NPI</i>	<i>Project or Activity</i>	<i>Description</i>
1.1, 1.2, 1.3	Solar Vocational Program	Providing innovative training in Solar Panel Installation to Farm Workers creates an entrance for the growing in demand renewable energy industry, promote a venue for job stability and improves Farm Workers living conditions.
1.1, 1.2, 1.3	Truck Driving Training Project	The Truck Driving Training Project aims to prepare, train and teach Farm Workers the requirements to pass the State and federal California Driver Class A test and be able to enter a position in the transportation services.
6.3	ESL/GED Child Care Services	Providing Child Care Services to ESL/GED students is almost a fundamental factor for class attendance. The jobs created would allow student/home flexibility, English language acquisition and introduce Migrant Farm Workers children to educational activities (reading, arts and crafts, etc).
6.2	Training Assistance and Emergency Services	Emergency assistance will meet immediate needs as well as give individuals a better chance to pursue training and job opportunities such as nutrition, temporary shelter, rent subsidy, health care, energy assistance, transportation assistance and participant travel allowance.
1.1, 1.2, 1.3	Assistance to Drought Impacted Farm Workers	This project would be implemented in West Fresno County targeting drought dislocated farm workers in the rural drought impacted communities. The project will provide training services and employment that can
1.1, 1.2, 1.3	Agricultural Worker Stabilization	Proteus intends to work with the agricultural sector to provide seasonal workers with short-term skill-upgrades and/or other employment services so they can retain year-long agricultural jobs.
1.1, 1.2, 1.3	Nontraditional Jobs for Farm Working Women	Female agricultural workers are to be trained and prepared to enter nontraditional female labor force, such as truck driving, machinist, assembler, welder, and industrial truck operator. The skills and positions acquired can lead to increase in the living standards and the eradication of family poverty cycles.
6.3	Farmworker Youth Services	The project is directed for Out-of-School farmworker youth between the ages of 18-24 years of age. The component will offer services such as job readiness workshop, career planning, educational counseling, work experience, occupational skills training, and soft skills.

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6.3	Step Up Youth Project	Provides recruited, at risk youth with activities such as employer-based skills training opportunities, recreational opportunities, and other activities as a way to positively involve them in the community and deter them from gang activity.
1.1, 1.2, 1.3	Assesor/Installer Energy Project	The positions as Energy Assessors and Installers will be open to individuals from the four counties. This will allow individuals to develop new occupational and technical skills, producing more energy savings for families and a more energy efficient community.
2.2	Efficient Energy Ceiling Fan Project	This project will create three new positions. These employees will gain work experience, a higher level of skills, and a competitive edge in the job market. Furthermore, it will provide CSBG with 'greem' alternative cooling in their homes and help reduce energy consumptin and costs.
1.2, 1.2, 1.3	Kern County Worker Experience Project	The project will support the areas of Kern County presenting the highest unemployment rates with subsidized employment componentes to support their infrastructure development and provide the skills that may lead to permanent unsubsidized employment.
	Green Energy Mobile unit	The Green Mobile Center will be used to train and place low-income individuals into high-growth jobs. It will reach low income communities and serve as a conduit for connecting the low income community with the green movement.
	Operational Support for Recovery Project	One new staff is proposed to be hired to act and report to the Chief Operations Officer to assure that there is "centralized" point of contact and that there is feedback mechanism among all the projects.
	Administrative Costs	The funds would be utilized to address the administrative project completion and administrative support costs and more complex activities needing relatively more support.
4.1	Small Business Venture forTulare County	Work in collaboration with the Tulare County Hispanic Chamber of Commerce in supporting a 10-13 week business course in Tulare County's rural areas focusing on importance of small business growth, sustainability.
4.1	Small Business Venture for Kings County	Support for a10-13 week business course program for Kings County business owners. Sessions will feature local professionals as guest speakers and experts in their field to provide guidance, awareness of business services, and strategies for business operations.
4.1	Fresno Rural Community Small and Emerging Business Assistance Project	To help conduct monthly workshops and one-on-one technical assistance to 120 small and and rural emerging businesses enterprises in three isolated rural communities in Fresno County.
4.1	Small Business Venture for Kern County	Support for a10-13 week business course program for Kern County business owners. During the workshop, business owners and managers will learn about important strategies to consider in their business operations.
4.1	Entrepreneurial and Technical Assistance Project	The program would consist of a comprehensive 9 week training program that will help individual understand and create a viable business plan and provide the skills necessary to launch business. Topics included are: Pre-screening, enrollment into idea feasibility workshop/analysis and then entrepreneurial training program. An additional 10 hours of technical assistance would be provided after completion.

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D) Provide a description of planned infrastructure investments, the purpose, total cost and the rationale for funding the infrastructure investment with funds made available under the Recovery Act. (Capital Improvements are not allowable costs per P.L. 105-285 Sec. 678F)

No infrastructure investments are planned for this program.

E) Will your agency use a portion or all the Recovery Act funds for administrative costs? Check the appropriate box.

☒ Yes, our agency will use a PORTION of the Recovery Act funds for administrative costs.

☐ Yes, our agency will use ALL of the Recovery Act funds for administrative costs.

☐ No, our agency will NOT use any of the Recovery Act funds for administrative costs.

E.1) If you checked one of the "YES" boxes in E, explain how the funds allocated to administrative costs will be tracked to a measurable outcome.

A portion of the funds will be used for administrative costs. These expenditures will be tracked separately from "program" expenditures and can be reported separately. Administrative costs can be tracked to measurable outcomes by identifying which projects the incurred administrative costs support. For example, the time charged to a planner out of the project supports "Broadening the Resource Base" by increasing the number of dollars mobilized for community action. The costs in "administratively" supporting projects in areas such as human resources, payroll, monitoring, reporting, and management can be tracked proportionately to administrative work required; more complex activities need relatively more support.

Section IX - Required Disclosures

For each question in this section, disclose any unresolved findings and/or recommendations, or any legal proceedings.

A) List all non-CSD funded programs administered by the agency within the past three (3) years that have unresolved findings and/or recommendations or have been terminated as a result of deficiencies.

Proteus is not administering any non-CSD funded programs within the past three years that have unresolved findings, recommendation or have been terminated as a result of deficiencies.

B) List all legal proceedings the agency is currently involved in or has been in the past three (3) years. Include a brief description of the proceeding and the outcome. If the proceeding is currently, active provide the status.

Proteus has not been involved in any legal proceedings.

Section X - Barriers

For each question in this section, provide information on potential barriers to your agency's success.

A) Identify any barriers that your agency feels it may face in meeting the requirements of the Recovery Act (i.e., subcontracting, staffing, workforce development, compliance with reporting, performance).

Proteus feels that it will meet all the requirements and expectations of the Recovery Act. We are a long-standing CSBG provider as well as a major provider of workforce development programs. We strictly adhere to program and financial guidelines established by funding sources in the federal, state, local and private levels. We have, as well, experience in subcontracting to other agencies. In-house processes are in place to ensure accountability; these systems include monitoring, program and financial tracking and reporting.

We also feel confident that we will, along with subcontractors, meet most of our set objectives. We do not foresee specific barriers to successfully implementing the program. Due to the relatively large number of projects and the urgency to begin implementing them, there could be a brief delay in starting all programs immediately. However, we plan to meet all goals.

Attachment: Verification of Public Inspection Screen Shot

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CSBG Recovery Act Local Plan
Proteus, Inc. is submitting a plan to provide CSBG projects under the American Recovery and Reinvestment Act.
[more info...](#)

Welcome to Proteus

Proteus, Inc. is a non-profit, community-based organization specializing in employment, training, education, and community service. Since 1967 Proteus has proudly served special-needs populations throughout the Central San Joaquin Valley. Proteus strives for quality and performance excellence in all areas of our business; from assisting job seekers to providing employers with educated and well-trained applicants. We hope that our site provides you with information, links, updates, and a clear understanding of Proteus, Inc.

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